



news and information
for employees of the
City of Saint Paul

City Update

www.ci.stpaul.mn.us/cityupdate

October 17, 2003

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City Update is published bi-weekly
by the Citizen Service Office.
Submission deadline is noon,
Tuesday, one week before payday.

Mayor

Randy Kelly

Councilmembers

Dan Bostrom,
President

Jay Benanar

Jerry Blakey

Christopher Coleman

Patrick Harris

Kathy Lantoy

Free Flu shots schedule

Free flu shots will be available to
all City employees again this year,
including those without insurance
from HealthPartners. They will be
offered at all the open enrollment
sessions EXCEPT October 31. Dates,
times, and locations are listed below:

Monday, Oct. 20th, 9:00 a.m. to 3:00 p.m.

City Hall, Room 40 A&B

15 West Kellogg Boulevard

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Wednesday, Oct. 22nd, 7:30 to 10:00 a.m.

Hamline Yard, 2nd Floor Training Room

289 North Hamline Avenue

and

11:30 a.m. to 1:30 p.m.

Regional Water Services, McCarrons Room

1900 North Rice Street

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Thursday, Oct. 23rd, 11:00 a.m. to 2:00 p.m.

and 3:00 to 4:30 p.m.

Dale St Garage, 2nd Floor Training Room

891 North Dale Street

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Friday, Oct. 24th, 7:00 to 10:00 a.m.

Como Shop, Carpenters Garage

1100 North Hamline Avenue

and

11:30 a.m. to 3:00 p.m.

Public Safety Annex, Garage

100 E 10th Street

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Monday, Oct. 27th, 9:00 a.m. to 3:00 p.m.

City Hall, Room 40 A&B

15 West Kellogg Boulevard

Important: Be sure to wear a short-
sleeve shirt, or a loose top with sleeves
that can be rolled up to your shoulders.
You will need to stay in the building for
15 minutes following the flu shot to
ensure you have no reaction. Please
bring your HealthPartners Member Card
with you if you are a member of
HealthPartners.

If you are allergic to eggs, allergic to
latex, allergic to Thimerosal (found in
some contact lens solutions), are in the
first three months of pregnancy or are
trying to conceive, have had a severe
reaction to a flu shot in the past, or have
a moderate to severe illness, you will
need to see your personal physician to
get a flu shot.

Please print this for your co-workers. The City is continuing to save money by not producing printed
copies of the City Update, but still needs to communicate to all employees. Please help by printing this
newsletter (preferably back-to-back) for workers in your area who do not have computer access. Thank you.

City job openings as of September 5th, 2003

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
Open	Aquatics Facility Supervisor (Year-Round)	\$11.71 per hr	See Job Ann
Open	Assistant Aquatics Facility Supervisor (Year-Round)	\$10.08 per hr	See Job Ann
11/03/03	Business Assistance Specialist	\$37,159-\$51,975	See Job Ann
Open	Director of Education Initiative	\$55,000-\$70,000 yearly	See Job Ann
Open	Life Guard (Year-Round)	\$8.45 per hr	See Job Ann
Open	Water Safety Instructor (Year-Round)	\$8.98 per hr	See Job Ann
Open	ECC Telecommunicator	\$38,100-\$52,249 yearly	See Job Ann
10/20/03	Senior Workers Compensation Claims Processor	\$33,746-\$46,045 yearly	See Job Ann
10/27/03	Street Services Worker	\$19.29 per hr	See Job Ann
10/21/03	IS Systems Consultant III (PROM)	\$56,212-\$78,606 yearly	See Job Ann

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: 651-266-6500 or visit the web site: www.ci.stpaul.mn.us/jobopenings. For jobs announced after October 17th, please call our 24-hour job line, 651-266-6502.

On January 16th, 2003, Mayor Randy Kelly announced a hiring freeze for the City of Saint Paul until further notice. This applies to all positions within the City, but excludes the Saint Paul-Ramsey County Department of Public Health and RiverCentre. Certain positions may be determined exempt for the hiring freeze; please continue to check our web site and job line to see if there are any new postings in which you might be interested.

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Places to go. Things to do.

ilovesaintpaul.com